

INFORMATION AND MANAGEMENT SUPPORT STAFF  
WEEKLY REPORT FOR PERIOD ENDING 26 JULY 1988

I. Progress Report on Tasks Assigned by the DCI/DDCI:

II. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. TECHNICAL GROUP:

1. ASAPS (Agency Standard Automated Property System) Ms.

25X1 [redacted] installed the ASAPS NOMAD2 software on minidisk  
DD0482 as requested by the Policy & Coordination Staff,  
25X1 Combined Support Staff, Directorate of Operations  
25X1 [redacted]

25X1 3. INFO (INFO Applications). A NOMAD database for  
Supply Group TDY was delivered to Data Control Branch, Supply  
Group, OL, on 21 July 1988, by [redacted]. This  
database, which is a conversion of an INFO system, records the  
temporary duty assignments, both domestic and foreign, for  
Supply Group personnel. The conversion included the transfer  
of records for FY86, FY87 and FY88 to the NOMAD database. The  
users requested that rather than provide further instruction  
at this time (initial instruction has been given), a  
representative of Technical Group, Information and Management  
Support Staff, be available at the time of their first session  
25X1 to answer questions. [redacted]

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25X1 4. FCS (Field Computer System). The Office of  
25X1 Development and Engineering (OD&E) requested a second copy of  
25X1 the Field Computer System (FCS) software. [ ] had  
25X1 previously supplied OD&E with the software in 9 track, round  
25X1 tape format. OD&E explained to [ ] that the tape had  
25X1 been damaged but did not go into full detail of the  
25X1 circumstances. [ ] will deliver OD&E a second copy of  
25X1 the software in 9 track round tape format. [ ]

25X1 5. [ ] attended Cullinet's AD310 class, "Advanced  
25X1 Techniques with ADS/OnLine" at the Bailey's Crossroads  
25X1 training facility from Monday to Wednesday, 18 to 20 July  
1988. [ ]

25X1 6. [ ] has successfully completed the OL/SG  
25X1 Introduction to the Inventory Control System Class. [ ]

25X1 7. [ ] attended the NOMAD  
25X1 Applications Development class [ ] from the  
25X1 18th - 20th July. [ ]

25X1 8. [ ] created a report for [ ]  
Budget and Fiscal Branch, from their visual memory cabinet,  
External Training. This report consisted of Name, Office of  
Training and Education Number, Logistics Number and Amount of  
25X1 the training. The report was created for [ ] to 777  
25X1 brief Mr. John Ray (D/OL) on the External Training Budget. [ ]  
25X1 [ ]

B. PLANNING:

25X1 1. IMSS sent memos to several components of OL this week  
asking them to respond to specific issues raised by the DDA as  
part of his program on Reducing Transactional Costs. The  
sixteen issues to be addressed are due to the EO/OL on  
1 September. Ten previous issues were addressed and sent to  
the DDA in early June. [ ]

25X1 2. IMSS prepared planning calendars for FY-89 for  
group/division/staff chiefs and component planning officers to  
guide them in meeting due dates for annual requirements. They  
will be distributed this week. [ ]

*No, no briefing planned. It's just that all funds  
for training expenses have been put on Wang so  
accurate records can be maintained.*

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**D. CLAS:**

During the period 25 July - 5 August 1988 Cullinet is presenting a special running of the Funds Control Course. All members of the CLAS Procurement Team as well as others from the Accounts Payable Team and contractor personnel are attending. The Agency attempted to negotiate a reduced rate for the Funds Control course since it is not based on the final version of the software but a beta release. Cullinet initially agreed to this proposal, however, they had second thoughts and informed the Agency it was a scheduled class and would require the Agency to expend training credits. Cullinet also indicated that it may be a year before this course is presented again because of the limited customer base. The two week class costs \$2500 for each attendee, a total of \$7500 for the OL Procurement Team. The Agency cancelled several individuals after Cullinet changed their position.

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3. Significant Events Anticipated During the Coming Week:

4. Perspective of Staff Activity:

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